

Building Inspection Sequence

1. **Bottom** before stone/gravel (NOTHING IN THE BOTTOM)
2. **Foundation** after waterproof and/or insulation; before backfilling
3. **Rough Electrical, Plumbing, Mechanical inspections**
4. **Rough Frame** (Roofing & Siding included) Temporary stairs must be installed.
5. **Insulation**
6. **The C.O. must be picked up at the office prior to calling in any Final inspection**
7. Final Electrical, Plumbing, Mechanical
8. Final Wastewater/Sewer Certificate
9. Well water test done by a RI Certified Company
10. Final Assessor's approval (call 625-6709 for appt) **Home should be in move in condition.**
11. Final Fire Department Inspection (Call Fire Dept directly for appointment 625-6707)
12. Final Building and/or Certificate of Occupancy.

Nothing is allowed to be stored in the home prior to a Certificate of Occupancy being issued other than materials for the project. You will be asked to remove any other items (eg. Furniture, boxes, etc.) and will be charged with a re-inspection fee of \$90.00.

If you do not receive or fail an inspection, you may not proceed unless directed to do so by the Inspector. In accordance with R109.4 RISBC-2

401-625-6715 Code Enforcement Office; you may leave inspection information on the answering machine.

Inspection Regulations

1. **Twenty four (24) hours notice** must be given for each inspection
2. If there is a contractor on the permit he/she must call in their own inspection(s).
3. The following information must be given in order to receive an inspection:
 - a. Street location or lot # and street name; please note that the location must be marked clearly.
 - b. Type of inspection that is being requested.
 - c. Permit number; located at the top right of your permit.
 - d. Name and phone number for contact in case of a problem or status.
 - e. Location of open door or key if no one will be there for the inspection.

Reinspection Fees

When an inspection is requested and the work is not ready, the premises is locked or not accessible by means of a set of stairs or is not approved; a re-inspection fee of \$90.00 will be charged to the installer (homeowner or contractor) and is due prior to any re-inspection by any town inspector.